



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

President – Mark Simon • Vice-President – Chris Steele • Director – Kevin Graves • Director – Bill Pease • Director – Marianne Wiesen

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday March 5, 2014
REGULAR MEETING 7:00 P.M.
1800 Willow Lake Road, Discovery Bay, California
Website address: www.todb.ca.gov**

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

Call business meeting to order – 7:00 p.m. by President Simon

Pledge of Allegiance – Led by Vice-President Steele

Roll Call – All Present

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

None

President Simon – Moved D-1-4 Area Agencies Reports/Presentation and E-1-4 Committee/Liaison Reports before C-1 Presentations.

C. PRESENTATIONS

1. District Engineer – Gregory Harris - Filters Tertiary

District Engineer Harris – Provided details of item C-1. There was discussion between the General Manager, the Water and Wastewater Manager, Legal Counsel, and the Board.

D. AREA AGENCIES REPORTS / PRESENTATION

1 Sheriff's Office Report

Deputy Scheftner – Provided the law enforcement report for the month of February. There was discussion between the General Manager, the Water and Wastewater Manager, the Board and Deputy Scheftner.

2. CHP Report

Officer Thomas – Provided an update of the services to the Town of Discovery Bay. There was discussion between the Officer, the Water and Wastewater Manager, and the Board

3. East Contra Costa Fire Protection District Report

Chief Henderson – Provided the East Contra Costa Fire Protection District report and the details for the month of February. There was discussion between Chief Henderson and the Board.

4. Supervisor Mary Piepho, District III Report

Lea Castleberry, Deputy Chief of Staff – Provided an update of several projects surrounding Discovery Bay. There was discussion between Lea Castleberry, the General Manager, and the Board.

E. COMMITTEE/LIAISON REPORTS

1. Trans-Plan Report – No Report

2. County Planning Commission Report – No Report

3. Code Enforcement Report

Senior Code Enforcement Officer Joe Lasado – Provided an update within Discovery Bay. There was discussion between the General Manager, the Water and Wastewater Manager, the Board, and the Senior Code Enforcement Officer.

4. Special Districts Report - No Report**

**These meetings are held Quarterly

F. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. DRAFT minutes of previous special meeting dated February 19, 2014
2. DRAFT minutes of previous regular meeting dated February 19, 2014
3. Approve Register of District Invoices
4. Resolution 2014-05 Recognizing the U.S. Environmental Protection Agency's (EPA's) WaterSense programs sixth annual Fix a Leak Week of March 17-23, 2014

Motion by: Director Graves to approve the Consent Calendar

Second by: Director Pease

Vote: Motion Carried – AYES: 5, NOES: 0

G. BUSINESS AND ACTION ITEMS

1. Award of Motor Control Center Contract for the Secondary Improvement Project to Rough Brothers, Inc. of \$24,422.27

District Engineer Harris – Provided details of item G-1. There was discussion between the General Manager, the Water and Wastewater Manager, the District Engineer, and the Board.

Motion by: Director Graves to award the Contract for the Motor Control Center for the Secondary Improvement Project to Rough Brothers, Inc. in the amount of \$24,422.27; and authorize the General Manager to execute all contract documents

Second by: Director Wiesen

Vote: Motion Carried – AYES: 5, NOES: 0

2. Discussion and possible action regarding 2014 Earth Day and Family Festival

General Manager Howard – Provided the details of item G-1. There was discussion between the General Manager and the Board.

Motion by: Vice-President Steele to approve 2014 Earth Day and Family Festival without the Dog Park

Second by: Director Graves

Vote: Motion Carried – AYES: 5, NOES: 0

H. INFORMATIONAL ITEMS ONLY (NO ACTION NECESSARY)

I. PRESIDENT REPORT AND DIRECTORS' COMMENTS

Director Graves – Provided his report and the details from the East Contra Costa County Fire Protection District meeting dated March 3 2014.

Vice-President Steele – Provided details from the Byron School District meeting dated February 20, 2014

Director Wiesen – Provided her report and the details of the Contra Costa County Code Enforcement meeting dated February 27, 2014.

J. MANAGER'S REPORT

None

K. GENERAL MANAGER'S REPORT

General Manager Howard – Provided details regarding the LAFCO Municipal Services Review. Reminder of the Discovery Bay Community Center Open House Ribbon Cutting dated Tuesday, March 18, 2014 beginning at 5:30 p.m.

L. DISTRICT LEGAL COUNSEL REPORT

Legal Counsel Attebery – Stated that Legal Counsel Schroeder will be attending the next meeting dated March 19, 2014.

M. COMMITTEE UPDATES – Discussion and Possible Action

1. Community Center Open House Update

N. CORRESPONDENCE – Discussion and Possible Action

1. R – Contra Costa County Byron Municipal Advisory Council meeting minutes dated January 29, 2014

O. PUBLIC RECORD REQUESTS RECEIVED

P. FUTURE AGENDA ITEMS

None

Q. ADJOURNMENT

The meeting adjourned at 9:01 p.m. to the next regular meeting dated March 19, 2014 starting at 7:00 p.m. on 1800 Willow Lake Road.

//cmc – 03.07.14

<http://www.todb.ca.gov/content/agenda-and-minutes/>